



MEETING NOTICE

TIME: 9:30 A.M.

DATE: July 20, 2011

PLACE: County Board Room, 2nd Floor - County Building

A G E N D A

1. CALL TO ORDER.
2. ROLL CALL.
3. APPROVAL OF MINUTES OF PREVIOUS MEETING.
4. MINUTES OF THE EXECUTIVE POLICY BOARD.
5. REPORT OF OFFICERS.
6. REPORT OF THE EXECUTIVE DIRECTOR.
7. CORRESPONDENCE.
8. PUBLIC HEARINGS.
9. COMMITTEE REPORTS.
10. UNFINISHED BUSINESS.
11. NEW BUSINESS.
12. ADJOURNMENT.

MINUTES OF MEETING
Springfield-Sangamon County Regional Planning Commission
June 15, 2011

1. CALL TO ORDER.

Chairman Larry Hamlin called the meeting to order.

2. ROLL CALL.

Mary Jane Niemann called the roll.

JULY 2010	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY 2011	FEBRUARY	MARCH	APRIL	MAY	JUNE	COMMISSION MEMBERS
X		X	X	X	X	X		X			X	Larry Hamlin, Chairman
X	X	X	X	X		X	X		X	X	X	Larry Eastep, Vice-Chairman
X	X		X			X	X		X		X	Eric Hansen, Secretary
	X	X	X	X			X	X	X	X	X	Mayor Mike Houston – <u>M. Farmer</u>
			X	X			X	X	X	X		Andy Van Meter – B. McFadden
X		X		X	X	X	X			X		Alderman Sam Cahnman
X		X		X	X			X				Alderman Frank Lesko
X	X	X	X			X	X	X	X		X	Tim Moore – <u>B. Burnett</u>
X	X	X	X	X	X			X	X	X		Andy Goleman – C. Stratton
X		X	X									Leslie Sgro – B. Reardon
X	X	X	X	X	X	X	X	X	X	X	X	Frank Vala – <u>R. Blickensderfer</u>
	X			X	X	X				X	X	Frank Squires – <u>L. Tisdale</u>
X	X	X	X	X	X	X	X	X	X	X	X	Dick Ciotti – <u>G. Humphrey</u>
					X	X	X	X		X		Bill Looby – D. Smith
X	X	X	X			X	X				X	Kip Kolkmeier
X		X	X	X	X	X	X	X	X	X		Claudio Pecori
	X	X	X	X	X	X			X	X	X	Kenneth Springs

Others

Staff

Neha Agarwal
Molly Berns
Abby Bybee
Jeff Fulgenzi
Steve Keenan
Alex Myers

Mary Jane Niemann
Dale Schultz
Norm Sims
Andrew Taylor
Joe Zeibert

3. **MINUTES OF MEETING.**

Chairman Hamlin asked if there were any additions or corrections to the minutes of the May 18, 2011 Regional Planning Commission meeting. There were none. The minutes were accepted as mailed.

4. **MINUTES OF THE EXECUTIVE POLICY BOARD.**

There was no meeting of the Executive Policy Board.

5. **REPORT OF OFFICERS.**

Chairman Hamlin noted that he has served on the Commission for many years. He thanked the Commission for the opportunity to serve as Chairman and looked forward to continuing to serve on the Commission.

6. **REPORT OF THE EXECUTIVE DIRECTOR.**

- A. **Annual Report** – Norm Sims outlined the SSCRPC's Annual Activity Report for the period of June 1, 2010 through May 30, 2011. (See attached).

Sims pointed out several stretch projects during the past year: Rural Transit Initiative, Bicycle/Pedestrian Plan, Maturing of Illinois Initiative, Transit Oriented Development, Energy Efficiency Grant Management and work on the Springfield Metro Sanitary District's Sewer Overflow project.

Sims noted that major ongoing projects include: Comprehensive Regional Plan, MacArthur Boulevard Redevelopment, and the East Springfield Commercial Development Plan project.

A new project is management of the Citizen's Efficiency Commission. Sims reported that staff will be attending three meetings today alone: (1) the City Planning & Zoning Commission meeting to present staff recommendations on city zoning cases; (2) MacArthur Boulevard Action Committee; and (3) a meeting with township officials to select appointments to the Citizen's Efficiency Commission.

Everyday ongoing activities include zoning, land subdivision, and tract survey review. Sims noted that the level of service is due to the staff's efforts and commitment and noted that many other everyday activities are not listed in the Annual Report.

Sims stated that the SSCRPC goes through two audits per year - one as part of the County's general audit and one independent audit. Draft financial statements have been received and final copies are expected to be available at the next Regional Planning Commission meeting. He reported that the audit revealed no material or substantial findings.

Larry Eastep moved to accept the Annual Report of the Executive Director. Kip Kolkmeier seconded the motion and the vote was unanimous.

7. **CORRESPONDENCE.**

There was no correspondence.

8. **PUBLIC HEARING.**

There was no one who wished to address the Commission.

9. **COMMITTEE REPORTS.**

Joe Zeibert presented the following project to be reviewed by the Planning Commission this month via a power point presentation.

Buckley Ridge Estates

2nd Addition

Preliminary Plan

Description: Pt. W ½, Section 36, T16N, R6W – East side of Meadowbrook Road near Old Salem Lane

LSC Action: Recommend approval of the preliminary plan.

Zeibert stated that this is a 13 acre development in the city's subdivision jurisdiction located off of Meadowbrook Road, south of Washington Street (former location of Buckley Greenhouse). The area is proposed to be divided into five lots with two shared access easements using the two access points that are currently there. Zeibert noted that once the development reaches the building stage, a site development plan will be submitted. He also noted that approval by the Regional Planning Commission would be subject to the Location & Sketch Map being approved by the City Council at their meeting next week.

Kenneth Springs moved to approve the Preliminary Plan, subject to approval of the Location & Sketch Map by the City Council. Larry Eastep seconded the motion and the vote was unanimous.

10. **UNFINISHED BUSINESS.**

There was no unfinished business.

11. **NEW BUSINESS.**

A. Report of the Nominating Committee.

The Chairman asked Mr. Sims to provide the Report of the Nominating Committee. Sims read the report.

Per the Commission's Bylaws, and as the Chairman mentioned during the last meeting, the terms of Commission officers runs from July 1 through June 30, so today new officers and members of the Executive Policy Board for the 2011-2012 program year

must be elected.

Officers (a Chair, Vice-Chair and Secretary) must be drawn from the 3 City appointed citizen members, who must be members of the City's Planning and Zoning Commission, and the 3 County appointed citizen members, and the Chairmanship must rotate between County and City members.

The Executive Policy Board is made up of the Commission's Chairman, Vice-Chairman, Secretary, the County Board Chair and Springfield Mayor, a representative of a special jurisdiction represented on the Commission, and a member-at-large.

Article 3, Section 2 of the Commission's bylaws calls for the Chairman to name a 3 member committee from the Executive Policy Board to nominate new officers as well as members of the Executive Policy Board.

As has been past practice, last month the Chairman named County Board Chairman Van Meter and Mayor Houston to join him on the Nominating Committee.

That committee has discussed the matter and wishes to present the following slate. As officers they nominate:

- Commissioner Larry Eastep for Chairman;
- Commissioner Eric Hansen for Vice-Chairman; and
- Commissioner Kip Kolkmeier for Secretary

Staff notes for the record that the Chairman of the Commission will also represent the Commission on the Springfield Area Transportation Study's Policy Committee as per that body's bylaws.

Chairman Hamlin said it was his understanding that these members have all agreed to serve if elected. He asked if there were any other nominations. There being no other nominations, Chairman Hamlin entertained a motion for the election of these officers, their terms to run from July 1, 2011, until June 30, 2012, pursuant to the conditions for holding these offices as established in ordinance and the Commission's bylaws.

B. Election of Officers.

Gregg Humphrey moved to elect Mr. Larry Eastep, Chairman; Mr. Eric Hansen, Vice-Chairman; and Mr. Kip Kolkmeier, Secretary of the SSCRPC for the period of July 1, 2011 through June 30, 2012. Kenneth Springs seconded the motion and the vote was unanimous.

C. Election of Executive Policy Board Representatives.

Sims noted that the Commission must also elect two members to serve with these Officers, the County Board Chair and the Mayor, on the Executive Policy Board. One of these to represent special jurisdictions serving on the Commission and the other to

be a member-at-large.

The Nominating Committee recommended:

- Mr. Dick Ciotti of the Springfield Metro Sanitary District to remain on the Executive Policy Board as representative of special jurisdictions; and,
- Commissioner Kenneth Springs, who also serves on the Commission's Land Subdivision Committee, as the member-at-large.

Chairman Hamlin stated that he understood that these members have indicated their willingness to serve if elected. He asked if there were any other nominations. There being none, he entertained a motion for the election of the above mentioned nominees to the Executive Policy Board, their terms to run from July 1, 2011, to June 30, 2012, pursuant to the conditions for holding these offices as established in ordinance and the Commission's bylaws.

Mike Farmer moved to elect Mr. Dick Ciotti and Mr. Kenneth Springs to the Executive Policy Board for the period of July 1, 2011 through June 30, 2012. Kip Kolkmeier seconded the motion and the vote was unanimous.

12. SPECIAL ANNOUNCEMENTS & PRESENTATION.

Sims presented Chairman Hamlin with a compass in appreciation of his service as Chairman of the Commission for the past year.

13. ADJOURNMENT.

There being no further business, the meeting was adjourned.

Respectfully Submitted,



Mary Jane Niemann
Recording Secretary